



Kiantama Oy Supplier Code of Conduct

Responsibility is a central principle guiding all activities of Kiantama. By committing our own employees, owners, suppliers, customers, and other stakeholders, we act together towards fairer and just working life, safe products and better state of the environment. We are committed to obey these responsibility principles, and expect the same from our suppliers (including their subcontractors).

Therefore, we aim to ensure that all our suppliers (including subcontractors) operate in compliance with the terms and conditions of this Code of Conduct. The goal is not to hinder any business relationship, but to support our suppliers to improve their social and environmental standards. Our suppliers are expected to comply with national and other applicable laws and, where the provisions of law and this Base Code address the same subject, to apply that provision which offers the greater protection.

This Code of Conduct is based on Kiantama's own targets and operating principles, ISO 26000 guidance on social responsibility, the UN universal declaration of human rights, the fundamental conventions of the International Labor Organization (ILO) and international guidelines "Ethical Trading Initiative Base Code". We ask you to sign this Code of Conduct to indicate that your company agrees to comply with the terms stated herein. If there are any issues with compliance, please contact Kiantama immediately.

Requirements:

1. Employment is freely chosen

- There is no forced, bonded, or involuntary labour.
- Workers are not required to lodge "deposits" or their identity papers with their employer and are free to leave their employer after reasonable notice.

2. Freedom of association and the right to collective bargaining are respected

- Workers, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively.
- The employer adopts an open attitude towards the activities of trade unions and their organisational activities.
- Workers' representatives are not discriminated against and are able to carry out their representative functions in the workplace.
- Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates, and does not hinder, the development of parallel means for independent and free association and bargaining.

3. Working conditions are safe and hygienic

- A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Adequate steps shall be taken to prevent accidents and injury to health or occurring in the course of work, by minimising the causes of hazards inherent in the working environment, where reasonably practicable.

- Workers shall receive regular and recorded health and safety training, and such training shall be repeated for new or reassigned workers.
- Access to clean toilet facilities and to potable water, and, if appropriate, proper facilities for food storage shall be provided.
- Accommodation, where provided, shall be clean, safe, and meet the basic needs of the workers.
- The company obeying the code shall assign responsibility for health and safety to a senior management representative.

4. Child labour shall not be used

- Child labour¹ is not recruited.
- Child labour shall be prohibited. Suppliers shall take the appropriate measures to ensure that no child labour occurs at their own place of production or operations or at their sub-contractors' sites of production or operations.
- Young persons under the age of 18 shall not be engaged in work that is hazardous to their health or safety, including night work.

¹ Child labour is defined as work conducted by children, which interferes with a child's right to healthy growth and development and denies him or her the right to quality education. The minimum age for workers shall not be less than the age of completion of compulsory schooling and, in any case, not less than 15 years (14 in certain countries according to ILO convention 138).

5. Living wages are paid

- Wages and benefits paid for a standard working week meet, at a minimum, national legal standards or industry benchmark standards, whichever is higher. In any event wages should always be enough to meet basic needs and to provide some discretionary spending.
- All workers shall be provided with written and understandable information about their employment conditions and wages before they enter employment and the details of payment periods and salary payment dates.
- Deductions from wages as a disciplinary measure shall not be permitted nor shall any deductions from wages not provided for by national law be permitted without the expressed permission of the worker concerned. All disciplinary measures should be recorded.

6. Working hours are not excessive

- Working hours comply with national laws and benchmark industry standards, whichever affords greater protection.
- In any event, workers shall not on a regular basis be required to work in excess of 48 hours per week and shall be provided with at least one day off for every 7-day period on average. Overtime shall be voluntary, shall not exceed 12 hours per week, shall not be demanded on a regular basis and shall always be compensated at a premium rate.

7. No discrimination is practised

- There is no discrimination in hiring, compensation, access to training, promotion, termination, or retirement based on race, social class, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership, political affiliation or any other condition that could give rise to discrimination.
- Suppliers shall foster a working environment in which all employees are treated in a fair manner, based on the principles of non-discrimination, respect and human rights.

8. Regular employment is provided

- To every extent possible work performed must be based on recognised employment relationship established through national law and practice.
- Obligations to employees under labour or social security laws and regulations arising from the regular employment relationship shall not be avoided through using of labour-only contracting, subcontracting, or home-working arrangements, or through apprenticeship schemes where there is no real intent to impart skills or provide regular employment, nor shall any such obligations be avoided through the excessive use of fixed-term contracts of employment.

9. No harsh or inhumane treatment is allowed

- Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation shall be prohibited.

10. Environment

- The supplier must strive to minimize the adverse environmental impacts of its own and its supply chain's activities, products and services through a proactive approach and the responsible management of its environmental aspects ranging from production to point of sale. The supplier will comply with all applicable legal environmental requirements and demonstrate continual improvement of its environmental performance. The supplier shall obtain, keep current and follow the reporting guidelines of all the required environmental permits and registrations to be legally compliant at all times.
- The supplier shall encourage the development and diffusion of environmentally friendly technologies.
- The local environment at the production site, as well as regional and global environment, shall not be exploited or degraded by pollution.
- The supplier shall establish a system for adequate waste management and oversee that subcontractors have such systems. Water usage shall not be excessive and shall be properly managed.
- For products based on animals, due consideration for the animals' welfare shall be ensured through the whole value chain. As a minimum, the supplier shall comply with local legislation.
- Hazardous chemicals and other substances, and waste from such substances, shall be carefully managed. They may only be used if handled correctly and if the environment does not suffer through their use. All raw materials, chemicals, waste etc. shall be stored in an orderly manner. The storing must be free of possible leakages.
- Production and extraction of raw materials for production shall not contribute to the destruction of the resources and income base for native populations, such as in claiming large land areas or other natural resources on which these populations are dependent.

11. Fair, ethical, and responsible business practices

- The supplier shall comply with applicable laws concerning bribery, corruption, fraud, and any other prohibited business practices. The supplier shall not offer, promise, or give any improper benefit, favour or incentive to any public official, international organisation or other third party.
- The supplier must never, directly or through intermediaries, offer or promise any personal or improper advantage to obtain or retain business. The supplier will not pay or accept bribes, arrange, or accept kickbacks and shall not take any actions to violate or any applicable anti-bribery laws.

- The supplier shall not, directly or indirectly, offer gifts to Kiantama employees or persons representing Kiantama or anyone closely related to these, unless the gift is of insignificant value. Hospitality, such as social events, meals or entertainments may be offered if there is a legitimate business purpose involved, and the cost is kept within reasonable limits. Hospitality, expenses or gifts shall not be offered or received in situations of contract bidding, negotiations or award.

12. Foreign berry pickers are treated according to the good business practices

- Companies practicing wild forest berry collection must obey the legislation concerning the legal status of foreigner collectors of natural products (so called “berry law”, 487/2021) as well as to commit to the “Letter of Intent on policies related to wild produce picking by citizens of countries subject to and exempted from visa requirements” by the Ministry of Economic Affairs and Employment of Finland and the Ministry for Foreign Affairs of Finland (2019).
- Picking of forest berries under work contract is subject to the Collective agreement for rural industries during the harvest season 2024.

13. Commitment

It is the supplier’s responsibility to ensure that this Code of Conduct is implemented. The supplier is also responsible for ensuring that its possible sub-suppliers comply with the same demands and is able to demonstrate it if requested. Kiantama keeps the right to carry a supplier audit at supplier’s premises if seen necessary. Where instances of non-compliance with the terms of this Code of Conduct are identified, the supplier shall promptly correct the noted deficiencies as necessary. The supplier will also take measures to prevent similar problems from reoccurring in the future. If the supplier fails to comply with the terms of this Code of Conduct and if improvements are not made within an agreed time period, Kiantama may terminate its business with the supplier.

Approval:

Place and date _____

Company _____

Name and title _____

Signature _____